

## Office Order

As per guidelines, following its Action plan for performance, assessment, evaluation and accreditation of the institution and improving the quality of the institution and following the guidelines of NAAC, Bangalore, The Internal Quality Assurance Cell (IQAC) of College of Engineering Bhubaneswar constitute the following members with the following objectives, roles and responsibilities.

### Members:

SI no	Category	Name
1	Chairperson	Prof.(Dr) SubratKumar Mohanty
2	Management Representative	Mr. KoustuvMallick (Trustee)
3	Faculty	1 Dr. Krishna Auto Asso Prof 2 Dr.Edara Krishna Reddy Civil Prof 3 Dr. M Selvam Mech Asso Prof 4 Dr. N. Veda Kumar EE Asso Prof 5 Dr.JVN Ramesh CSE Asso Prof 6 Dr.NamitaMohapatra BS&H Asso Prof 7 Dr.NiranjanNayak MBA Prof 8 Dr.SunitaSatapathy MCA Asso Prof
4	Administrative Representative	1 Nalini Bihari Mohapatra Administrative Director
5	Student	1 Mr. Ajaya Kumar AME 3rd Year Gamango 2 Ms. Monalisa Bal CVL3rd Year
6	Alumni	Er. BhabaniSankar Jena,

		CEO, DxMinds Technologies Inc.
7	Industry	Er. DebasishMohapatra, CEO, Addsoft Technology
8	Parent	NiralTopno
9	Coordinator, IOAC	Dr. SoumyaDarshanMohanty

### OBJECTIVES:

- To provide Catalytic improvement of the Administrative & Academic performance of the College.
- Improving on the performance of quality functioning structure.
- Sharing & digitalizing in the field of Research with Institutions & Industries.

### STRATEGIES:

IQAC shall evolve mechanisms and procedures for

- Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
- The relevance and quality of academic and research programmes.
- Equitable access to and affordability of academic programmes for various sections of society.
- Optimization and integration of modern methods of teaching and learning.
- The credibility of evaluation procedures.
- Ensuring the adequacy, maintenance and functioning of the support structure and services.

### FUNCTIONS:

- Making awareness of quality circles.
- Structuring the activities and different empowerment of the Institution.
- Preparing & submitting the IQAR based on different qualitative aspects.
- Maintaining feedback mechanism for smooth functioning of the Institute with development fields.
- Arranging Institutional Seminars Workshops according to the policy guidelines.
- Documentation of different activities of the Institute towards quality development
- Organizing the Academic & Administrative Audit. According to the quality policy in both developments & Institutions
- Preparing the whole documentation & proof of the documents as required by different Accreditation Organization like NBA, NAAC, IAO, ABET etc.
- Preparation and submission of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC.

### Meeting:

- Normally there shall be 3-4 meetings to be conducted in each academic year. Provided, if the authorities think fit additional meeting may be called for to finalise different quality issues of the universities.
- The Chairperson of IQAC will preside over. In his absence, the other members will nominate one among them to preside over the meeting.
- The Coordinator of IQAC will prepare the agenda for each meeting and cause it to be sent to all the members at least fifteen days before the date of meeting.
- The decisions in IQAC shall be made as far as possible by consensus and if required by majority.
- The coordinator shall prepare the minutes of each meeting and shall submit them to the university administration for approval and implementation.

**Quorum:**

Attendance of minimum 213rd members including special invited members but excluding the Member coordinator shall constitute the quorum of the meeting.

**Term of the IQAC:**

The tenure of the IQAC shall be 2 years from the date of constitution. If the authorities of the Institute feel fit the tenure may further be extended.

By the order of Management

Principal  
College Of Engineering Bhubaneswar  
Bhubaneswar  
PRINCIPAL  
College of Engineering Bhubaneswar